



**THEIS  
+ KHAN**

## Design and Access statement

The United Reformed Church of Eastcote and Northwood Hills  
Joel Street, Northwood Hills HA6 1NL

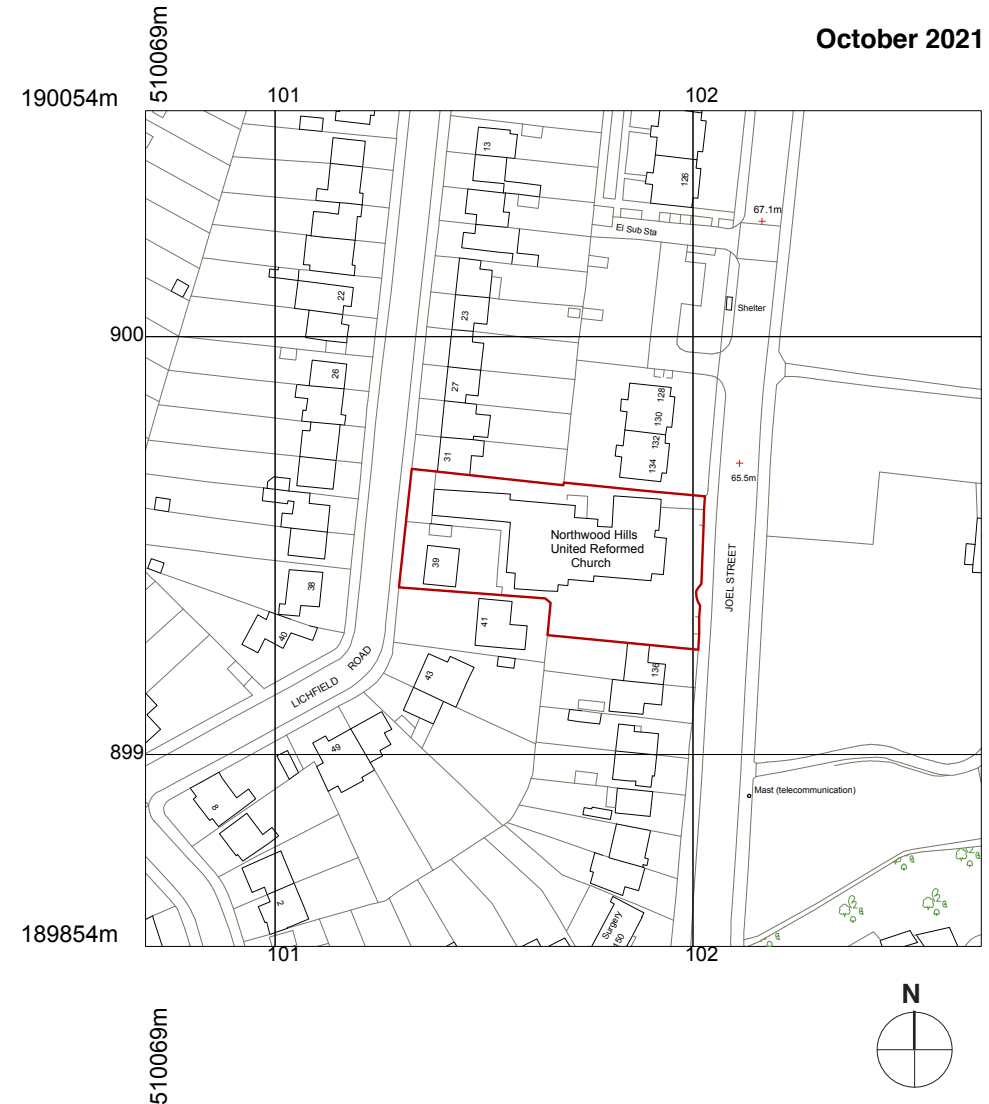
October 2021

## Contents

|            |                                                                              |           |
|------------|------------------------------------------------------------------------------|-----------|
| <b>1.0</b> | <b>Introduction and Background</b>                                           | <b>2</b>  |
| 1.1        | The Site                                                                     | 2         |
| 1.2        | Site History                                                                 | 3         |
| 1.3        | Planning History                                                             | 3         |
| 1.4        | Relevant planning policy                                                     | 4         |
| 1.3        | Pre-App Discussions                                                          | 4         |
| 1.4        | Heritage statement                                                           | 4         |
| <b>2.0</b> | <b>Brief description of development</b>                                      | <b>5</b>  |
| 2.1        | Design scope                                                                 | 5         |
| 2.2        | Use                                                                          | 5         |
| 2.3        | Amount                                                                       | 6         |
| 2.4        | Layout                                                                       | 6         |
| 2.5        | Scale                                                                        | 8         |
| 2.6        | Appearance                                                                   | 8         |
| 2.7        | Landscape                                                                    | 10        |
| 2.8        | Access                                                                       | 10        |
| <b>3.0</b> | <b>Sustainability / Breeam</b>                                               | <b>11</b> |
| <b>4.0</b> | <b>Ecological Impacts</b>                                                    | <b>11</b> |
| <b>5.0</b> | <b>Trees</b>                                                                 | <b>11</b> |
| <b>6.0</b> | <b>Transport</b>                                                             | <b>11</b> |
| <b>7.0</b> | <b>Flood zones and drainage</b>                                              | <b>11</b> |
| <b>8.0</b> | <b>Public Consultation</b>                                                   | <b>12</b> |
| <b>9.0</b> | <b>Appendix 1 - Mechanical and Electrical Strategy</b><br>by DSA Engineering | <b>14</b> |

## Eastcote and Northwood URC Design and Access statement

October 2021



location map of Eastcote and Northwood Hills URC  
not to scale

**THEIS**  
**+KHAN**

## 1.0 Introduction and Background

- 1.0.1 This Design and Access statement has been prepared by Theis and Khan architects as part of the Full Planning application for alterations to Eastcote and Northwood URC.
- 1.0.2 Full planning submissions for the scheme were submitted in June 2020 and then November 2020. Theis and Khan hosted out two virtual public consultations with the local residents and Councillor Flynn. Following further feedback from LBH planning and conservation officers the current scheme has been developed which utilises most of the existing buildings with minimal external impact.

## 1.1 The Site

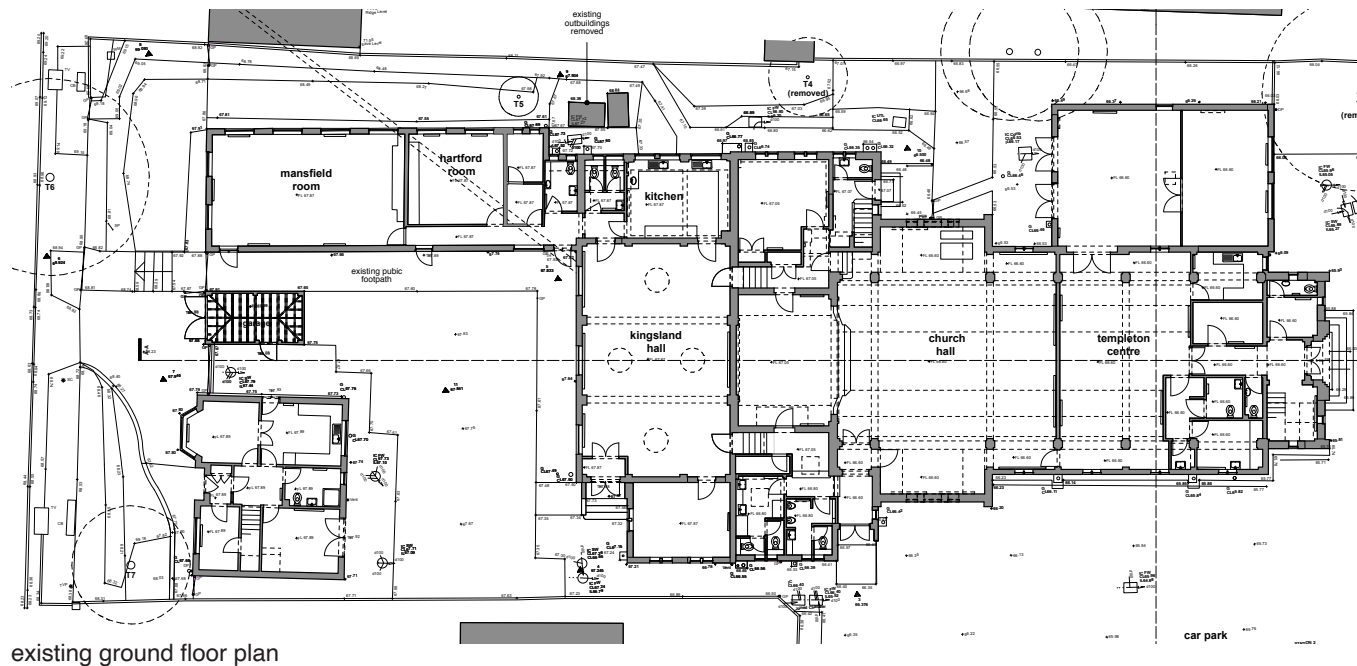
- 1.1.1 The site is accessed from Joel Street (the B472) at the East and from Lichfield Road on the West side. The church site consists of the main church, the Templeton hall, the Kingsland hall and further building accommodating the Mansfield and Hartford rooms.

All the proposed works are located within the curtilage of church as shown by the red line boundary on the location plan. The church can be seen clearly from Joel Street.

- 1.1.2 The site address is, Eastcote and Northwood United Reformed Church, Joel Street, Northwood Hills Middlesex, HA6 1NL.

## Eastcote and Northwood URC Design and Access statement

October 2021



aerial view of site

**THEIS  
+ KHAN**

## 1.2 Site history

The plot of land on Joel Street was acquired by the Baptist Union just after the Second World War. Following this the Congregational Church was then formerly established in 1955 and the buildings erected and opened in 1958. The cost of the church was met by the War Damage compensation fund in respect of the loss of the Kingsland Road Congregational church in East London, hence one of the new church halls was named after this church.

In the early 2000s Hazel Templeton and the Alzheimer's Society were looking for a site to relocate their Day Care centre to and an agreement was made between Northwood Hills URC and the Alzheimer's Society to utilise the front half of the church together with developing a new side extension and mezzanine floor for this use. Work started on the Templeton Centre in July 2002 and it was completed by Mid-March 2003. There was a formal Open day in April 2003.

The Alzheimer's Society has now moved out of the Templeton Hall and the church wish to reconfigure the church buildings so that new, flexible worship and community spaces can be created with the formal front entrance to the church being reinstated.

## 1.3 Planning History

1.3.1 **Heritage status** - Eastcote and Northwood URC is not within a Conservation area, nor is it within an Area of Special Local Character.

1.3.2 **Previous Planning applications** - These are the most significant approved planning applications concerning the church site in the past:

1.3.2.1 Ref: 50483/A/96/1692 - Erection of two 6-bedroom detached houses (Outline application)  
Decision 30/12/96

1.3.2.2 Ref: 50483/B/98/1802 - Reserved matters for Plot 2 in compliance with Condition 1. Erection of two 6-bedroom houses.  
Decision 30/11/98

1.3.2.3 Ref: 50483/E199/0586 - Erection of a two-storey detached dwelling house incorporating integral garage.  
Decision 01/12/99

1.3.2.4 Ref: 57118/APP/2002/503 - Erection of a single storey side extension and external alterations as part of relocation of day centre.  
Decision 16/05/02

1.3.2.5 Ref: 57118/APP/2002/1372 - Erection of a new entrance porch to side of building.  
Decision 13/08/02

## Eastcote and Northwood URC Design and Access statement

October 2021



view of the church from the South East



view of the South transept window  
and existing side entrance

**THEIS  
+ KHAN**

October 2021

1.3.2.6 Ref: 57118/APP/2005/1871 - Change of Use of existing first floor caretaker's flat (Class C3) to Day Centre use (Class D1).  
Decision 01/07/05

1.3.2.7 Ref: 50483/APP/2020/1729 - Full planning application for the alteration and extension of the church buildings and erection of two new houses on Lichfield Road.  
Withdrawn 18 Aug 2020

1.3.2.8 Ref: Ref: 57118/APP/2020/3963 - Full planning application for the alteration and extension of the church buildings and erection of two new houses on Lichfield Road.  
Refused 08/07/21

#### 1.4 Relevant planning policy

1.4.1 The houses have been designed with reference to the following planning policy:

1.4.2 Policy DMH 2: Housing Mix  
The Council will require the provision of a mix of housing units of different sizes in schemes of residential development to reflect the Council's latest information on housing need.

The Council's current information on housing need indicates a substantial borough-wide requirement for larger affordable and private market units, particularly three bedroom properties. Applicants proposing residential schemes will be required to demonstrate that this need has been taken into account.

1.4.3 Policy DMHB 16: Housing Standards

All housing development should have an adequate provision of internal space in order to provide an appropriate living environment. To achieve this all residential development or conversions should: i) meet or exceed the most up to date internal space standards, as set out in Table 5.1;

1.4.4 Policy DMHB 17: Residential Density

All new residential development should take account of the Residential Density Matrix contained in Table 5.3. Developments will be expected to meet habitable rooms standards.

1.4.5 Policy DMHB 18: Private Outdoor Amenity Space (Min in m2)

Houses - 1 bedroom 40m2  
Houses - 2 and 3 bedrooms 60m2  
Houses - 4 + bedrooms 100m2



view of the house sites on Lichfield Road



view of neighbouring house on North side

**THEIS  
+KHAN**

## 2.0 Brief description of development

### 2.1 Design scope

2.1.1 The proposed scheme aims to alter and refurbish the existing URC building to create a fully accessible, sustainable and flexible worship and community facilities for the whole local community that includes the following:

1. Alterations to the existing church frontage and Templeton Hall to create a new fully accessible entrance and community cafe with a new passenger lift through.
2. The altered Templeton Hall will accommodate a community cafe and kitchen at ground floor.
3. The ground floor levels in the church and adjacent areas will be rationalised so that they are fully accessible.
4. A new garden to be created for the cafe.
5. Fully accessible, large WCs will be installed ground level.
6. The Kingsland Hall will be reached via a separate new entrance and ramp to ensure full accessibility.
7. Two new semi-detached houses will be developed on the land left with the demolition of the Mansfield and Hartford Rooms.
8. The existing private footpath will be removed as this was a security issue for local residents
9. Additional parking spaces will be created in the existing car park.
10. The church and community centre will be sustainably designed wherever possible and will include the installation of a new air source heating unit for the whole centre.
11. As a matter of principle regarding sustainability and the benefits of retrofit over new-build, the majority of the existing church building has been retained with minimal extensions and maximum internal alterations to create a new church and community centre that will be fit for purpose well into the future.

### 2.2 Use

- 2.2.1 Eastcote and Northwood Hills URC is a church and community centre that provides space for local worship and community activities to take place. The use will remain as existing providing these services for the local community but they will be improved through the extension and refurbishment of the existing buildings.
- 2.2.2 The proposal is to create a coherent series of formal and informal church and community spaces that are flexible and fully accessible with a community cafe facing onto Joel Street.
- 2.2.3 The introduction of ramps, a lift and new WCs will enable the church and community centre to be used by far more people than at present in the local community.
- 2.2.4 The two new semi-detached houses on Lichfield Road will enhance the street scene, provide additional residential accommodation and provide an invaluable income for the church to enable it to maintain its community services.

## Eastcote and Northwood URC Design and Access statement

October 2021



view from the office mezzanine in the Templeton Centre



view of the front entrance door and mezzanine in the Templeton Centre



view through to the Templeton hall side extension

**THEIS  
+ KHAN**

October 2021

## 2.3 Amount

- 2.3.1 The total area of the existing site is 2270m<sup>2</sup>.
- 2.3.2 The existing and proposed areas are as follows:

### Existing

|                                                                      |                          |
|----------------------------------------------------------------------|--------------------------|
| Total Site area for church and halls                                 | <b>1812m<sup>2</sup></b> |
| Church and Templeton Centre - Ground floor (including flat entrance) | 460m <sup>2</sup>        |
| Rear Halls (Kingsland, Mansfield & Hartfield) - Ground floor         | 244m <sup>2</sup>        |
| Templeton Centre - First floor                                       | 55m <sup>2</sup>         |
| Flat - First floor                                                   | 43m <sup>2</sup>         |
| Flat - Second floor                                                  | 36m <sup>2</sup>         |

### Proposed

|                                      |                          |
|--------------------------------------|--------------------------|
| Total Site Area for church and halls | <b>1606m<sup>2</sup></b> |
| Church and Halls - Ground floor      | 510m <sup>2</sup>        |
| Church and Halls - First floor       | 156m <sup>2</sup>        |
| Retained Kingsland Hall              | 149m <sup>2</sup>        |
| Flat - First Floor                   | 43m <sup>2</sup>         |
| Flat - Second Floor                  | 36m <sup>2</sup>         |
| Total Internal GIA for 2 x houses    | <b>192m<sup>2</sup></b>  |
| House x 2 - Ground Floor             | 48m <sup>2</sup>         |
| House x 2 - First Floor              | 48m <sup>2</sup>         |

## 2.4 Layout

- 2.4.1 Church **Ground floor** - The main entrance to the church will be via the front ramp and/or entrance steps and through a new glazed entrance screen in the Templeton Hall into a new entrance foyer and cafe. The central entrance up to the main church 'front door' will be retained as it is especially important for formal occasions such as weddings and does not exist in the present arrangement. On axis with the main front door is the main entrance to hall 1 and through to the main church space. These two spaces can be used independently as separate halls or together as one single space.

The cafe and kitchen are part of the main entrance foyer and are also linked to a separate cafe area adjacent to the courtyard garden. An external terrace will allow people to eat and drink outside the cafe and will enliven the front of the church, welcoming the public to use the church. A lobby on



view of the existing church

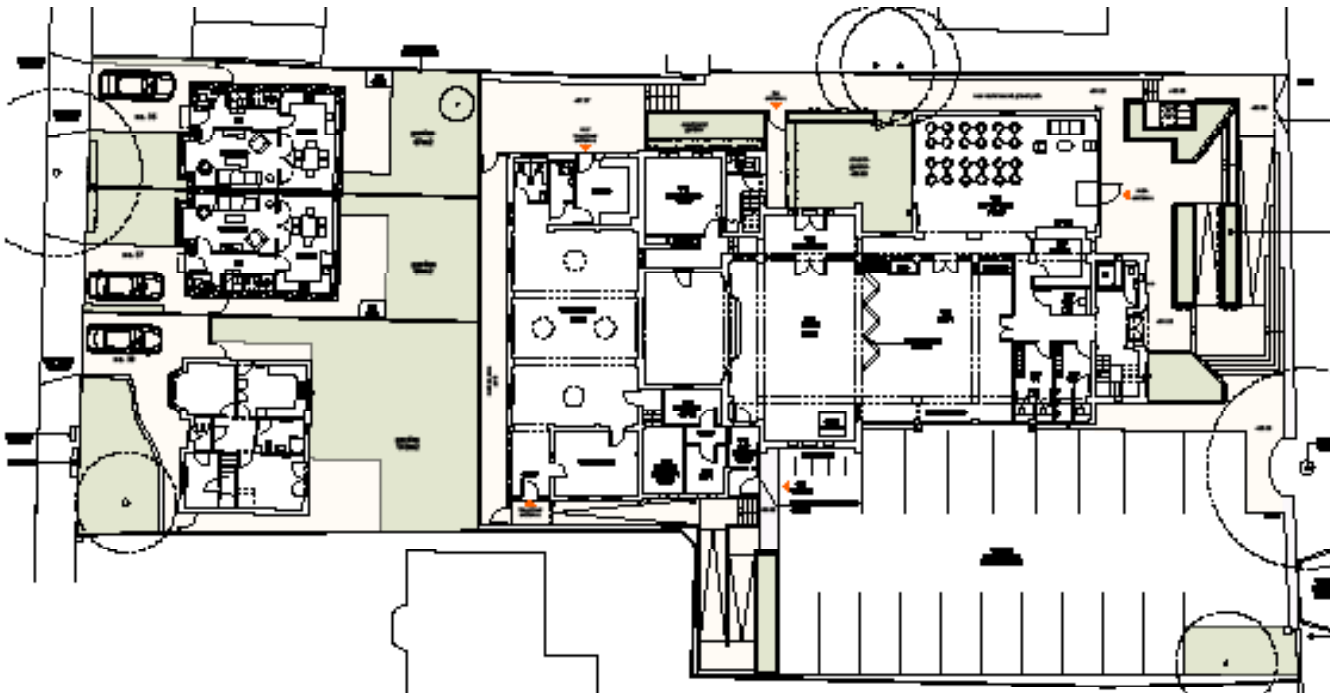
# Eastcote and Northwood URC Design and Access statement

October 2021

2.4.2 Church **First floor** - A new staircase will lead up from the ground floor central entrance hall to a mezzanine office area.

2.4.3 Church **External areas** - The overall layout will stay largely as existing but all entrances will be fully accessible. The front area will have stairs and ramps leading up to a new entrance area and terrace in front of the cafe. A side passage on the North side will allow access to the existing first floor flat and the cafe kitchen for deliveries and waste removal. This will also serve as a fire escape route for the main church and Kingsland Hall. A courtyard garden outside the lobby and cafe / meeting room will allow users to sit outside in a quiet green area in a similar location to the existing outside space. A further garden will be created adjacent to the Kingsland Hall.

On the South side, the car park will be resurfaced but will have two more car park spaces. A ramp at the Western end of the car park will allow level access to the separate Kingsland Hall. Additional planting areas will be created within the existing car park. Trees will be retained wherever possible.



2.4.4 Houses **Ground floor** - Both semi-detached houses will have the same floor plans but mirrored open plan living rooms at the front and kitchen / dining rooms onto the garden.  
proposed ground floor plan



view of the proposed church



view of the existing church

**THEIS  
+KHAN**

October 2021

2.4.5 Houses **First** - There will be 2 double bedrooms and a third single bedroom.

2.4.6 Houses **External areas** - Both houses will have one off-street parking space and an area of planting to the front gardens. The rear gardens will be a minimum of 60m<sup>2</sup> with a side passage allowing access without going through the houses. All existing trees will be retained.

## 2.5 Scale

2.5.1 **Church** - There are minimal alterations to the existing church elevations so the scale of the existing church will not be affected by the proposals. The width of the North wing allows ample space for a side passageway all along the North side. The only other additional element to the massing of the proposed church building is the Air Source Heat Unit placed in the quietest and most discreet location on the roof of the main church building, set back and out of sight from Joel Street and the rest of the site.

The main front elevation to the Templeton Hall will have a large glazed entrance screen to ensure that the church appears busy and welcoming for all, as one of the basic requirements of the clients' brief.

2.5.2 **Houses** - The scale of the proposed semi-detached houses match the houses on the North side as these are the closest. They are two-storey with hipped roofs to match the adjacent houses.

## 2.6 Appearance

2.6.1 **Church** - The proposed design of the newly altered and refurbished church will be largely as existing except for a new glazed entrance screen to the Templeton Hall. This will enliven the street scene and attract more of the local community to use the new community facilities available.

The majority of the remaining church building as it is existing, will be cleaned and have windows and doors replaced as needed. A couple of new areas where the cafe garden is and the two new entrances for the rear of the church and the Kingsland Hall will have contemporary detailing to match the new front glazed screen of the Templeton Hall.

2.6.2 **Houses** - The two semi-detached houses will have brick external walls to match the existing church buildings and clay tile roofs which are hipped to match the adjacent semi-detached houses. The windows and doors are designed as a contemporary interpretation of the adjacent 1930s houses.

## 2.7 Landscape

2.7.1 **Church** - The design strategy for the landscaping is to maintain as many existing trees on site as possible and provide additional green areas for community use. None of the trees affected have TPOs but we have a tree survey and impact assessment for part of this application.

There will be two new gardens, one adjacent to the cafe/meeting room and one adjacent to the Kingsland



proposed view of church from Joel Street

note: TKA have subsequently more planters to the front landscape design.

October 2021

Hall. These will be planted to encourage biodiversity and multi-sensory experience. In addition there will be new planting areas by the ramps within the car park and on the main entrance terrace.

The ramps and staircases have been designed to minimise the need for railings. The surfaces will consist of stone and concrete pavers, textured to ensure full accessibility. The perimeter wall to the church boundary will be removed to allow easier access to the entrance stairs and ramps from all directions. It will also allow more space around the existing tree roots on the public pavement adjacent to the site.

The car park will be resurfaced with tarmac and clearly marked to show the new disabled parking bays nearest to the entrance ramp.

The footpaths around the site including the North side passage will have be in a fine captive gravel or resin bound gravel finish.

- 2.7.2 **Houses** - The houses will have a single off-street car parking space as per policy DMT 6: Vehicle Parking. Additional parking is available on Litchfield Road. Please see included transport assessment for more information.

The front gardens will be planted to encourage biodiversity and hard landscaping will be minimised. All the adjacent existing trees will be retained.

The rear gardens will have an area of 60m2 minimum to meet the council's standards for three-bedroomed houses. Close boarded fencing will surround each garden.

## 2.8 Access

- 2.8.1 All entrance thresholds to the church and houses will be flush with ground level and have wheelchair accessible ramps where necessary to ensure level access throughout. The existing ground floor levels within the church are to be rationalised so that there is one level throughout at the same level as the external. A new passenger lift will be installed in the church to allow access to first floor level for all users.

## 3.0 Sustainability/Breem

- 3.0.1 The existing building currently has an outdated heating system and the construction does not meet any current sustainability standards. The proposed building will target the following:
- a. Reduced dependency on grid electricity;
  - b. Improvement in the energy efficiency of the existing building;
  - d. Improved thermal comfort
  - e. Investigation into appropriate Low to Zero Carbon Technologies LTZC and the potential for domestic Renewable Heat Incentive and feedin-tariff payments;
  - f. More sustainable waste management on the site.



existing view of church from the North on Joel Street

October 2021

#### **4.0 Ecological Impacts**

- 4.0.1 Due to the urban location and continued use of the building the likelihood of bats or other protected species residing on the site is considered low.

#### **5.0 Trees**

- 5.0.1 There are no trees with TPOs on the site, the nearest being on the adjacent site and on Joel Street on the public highway.
- 5.0.2 A tree survey and impact assessment has been carried out and forms part of this submission.

#### **6.0 Transport**

- 6.0.1 The church and houses are well-served for public transport being within 5 minutes walk of Northwood Hills Underground station and close to Bus routes 282 and H13.
- 6.0.2 A transport assessment is included within this application.

#### **7.0 Flood zones and drainage**

- 7.0.1 The site is entirely in Flood Zone 1 with low risk of flooding from fluvial and tidal flood events. Surface water and overland flow flood risks will be reduced.



existing view of church from the South on Joel Street

October 2021

## **8.0 Public Consultation**

### **8.1 Introduction**

- 8.1.1 Prior to withdrawing the application we understood there to be a number of comments from the local residents and Councillor Duncan Flynn regarding the proposed application. Theis and Khan therefore undertook to host two virtual public consultations to discuss these concerns. A section below summarises the issues raised and explains how they have been subsequently addressed.
- 8.1.2 The church posted leaflets to over 200 of the local residents on both Lichfield Road and Joel Street advising them of the virtual public consultations and digital PDF copies of the revised plans and elevations were sent out to those who requested them. Two events were held on consecutive days, Tuesday 10 November 2020 and Wednesday 11 November to ensure that as many as people as possible were able to attend. In all around 17 - 20 people attended the consultations held as 'Zoom' calls over the two evenings.

### **8.2 Over-development and Massing**

- 8.2.1 There were some initial concerns that the proposals represented an over-development of the site that related to the massing of the houses on Lichfield Road. To address this we have altered the design to follow the typology of the existing 1930s houses more closely, removed the dormers from the roof and lowered the roof ridge height.
- 8.2.2 During our initial discussions the planning officer, Liz Arnold highlighted that the extensions at the front of the church were disguising the original form of the existing church building. Our revised proposals therefore show the new side extensions set significantly further back so that the original elevation of the church is more clearly expressed.
- 8.2.3 In order to further reduce the massing, the south extension which previously housed the new lift core has been removed. The internal layout has been altered so that the new lift does not require any extension to the south.

### **8.3 Parking on Lichfield Road**

- 8.3.1 A number of residents expressed concerns that the parking on Lichfield Road would be affected by the addition of two new houses and the consequential loss of 1 single 3 car parking bay, once the two new crossovers were formed.
- 8.3.2 An independent parking survey was carried out to ensure that there would be sufficient capacity following the development of the houses. The results and methodology for this are presented within the Transport Assessment which forms part of this submission.
- 8.3.3 Some residents questioned if the parking spaces for the new houses were large enough. We can confirm that they have been designed to be 3.6m and 6m deep which is the preferred size listed in lifetime homes

standards.

**October 2021**

#### **8.4 Footpath connecting Joel Street to Lichfield Road**

- 8.4.1 In our original application we had expected the residents would want the Church to maintain the existing footpath connecting Lichfield Road to Joel Street. However following consultation, it became clear that the path was not regularly used and most residents considered it detrimental to local safety by providing a secluded space for people to gather. It also encouraged people to park in Lichfield Road while attending events at the church. No one we consulted expressed any desire to keep the footpath. We have therefore omitted it entirely from our proposals as a positive contribution to the neighbourhood.

#### **8.5 Security**

- 8.5.1 The neighbours at the north of the site on Lichfield Road were concerned that the development would compromise the security of their boundary. It was agreed that a fence of suitable height to be agreed, would be installed as part of the works, when the houses were constructed to ensure security is maintained. The removal of the footpath was also seen as an improvement to security.

#### **8.6 Trees**

- 8.6.1 Residents generally wanted to ensure that the existing large trees on Lichfield Road and Joel Street were maintained.
- 8.6.2 Theis and Khan have commissioned an Arboricultural Impact Assessment which is submitted as part of this application. The church is also keen to maintain these trees and would undertake to replace any additional smaller trees if they were impacted by the proposed work.

#### **8.6 Air-Source Heat Pump**

- 8.6.1 Some residents expressed concerns regarding the use of Air Source heat pumps as some installations can be loud.
- 8.6.2 DSA have commissioned an independent noise impact assessment as part of this application. The church's air source heat pump will be fitted within an acoustic enclosure and will only be operational during normal hours of occupation to reduce the impact on the neighbours.

#### **8.7 Construction Programme**

- 8.7.1 Some of the neighbours enquired about the programme of the proposed works and how they would be kept informed of them. Although a start date for the work has not yet been agreed, the Church and future contractors will ensure that all local residents are kept informed of the development as it progresses and as it gets closer to starting work on site.

### Main Church Building

The existing gas fired boiler & radiator heating system will be replaced with a sustainable low-carbon heating system that integrates with the aesthetics of the renovated church Hall and ancillary spaces.

The proposed system will use a central electrically-driven Air Source Heat Pump (ASHP) to provide hot water for space heating. The ASHP will generate low temperature hot water which shall be circulated to floor-mounted recessed trench heating elements along the perimeter. The trench heaters will be approximately 200mm wide and shall be flush with the wood floor.

The ASHP will be located on the Church roof, open to atmosphere, with the accompanying indoor plantroom located adjacent to the ground floor back of house storage areas.

The ASHP will be optimised to run as efficiently as possible to deliver the minimum system temperature required to heat the space.

The efficiency of ASHP heat generation (kw) relative to electrical input power (kw) is approximately 300%, in the order of three times more efficient than the existing gas boilers. As the latest carbon factors for gas and electric are similar (due to the recently decarbonised electricity grid), the air source heat pump is a very low carbon solution.

The nature of ASHPs is that the single unit can create both hot water and chilled water by simply running the refrigerant circuit in reverse. Therefore the fan-assisted trench heaters selected for winter heating can also be used to provide the church with a degree of comfort cooling during hot weather, should natural ventilation provided by openable windows be insufficient.

Wet areas such as WC's and shower facilities will have local intermittent extract fans which will be controlled via PIR sensors / light switches. Kitchen areas will be provided with localised extract via the cooker hood.

Hot water will be generated by local electric point of use heaters to minimise standing losses.

The electrical system shall be replaced in its entirety, and highly sustainable LED lighting will be used throughout to minimise energy usage.

A new control system will be provided to operate the main plant and to maintain the required room conditions. The main control zones for the central system shall comprise of the main Church & Hall, Ancillary areas, and Kingsland Hall.



## **Residential Units**

The new residential units associated with this development will be independent from the main church with regard to utilities, billing & MEP services.

Each residential unit will be provided with small stand-alone air source heat pump systems to provide heating and hot water.

Ventilation will be provided by openable windows and MVHR whole house ventilation systems. Electrical systems will incorporate the latest wiring standards, and highly efficient LED lighting.